

Taipei Medical University
College of Nutrition
School of Nutrition and Health Sciences
Master Program New Students Handbook



Sep 2023

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I. Instructor Profile

University Telephone : (02)2736-1661

School's Fax:(02)2737-3112

Name	Title	Expertise and Research Domain	Contact
Chairman			
Suh-Ching Yang	Professor, Chairman of SNHS and Associate Dean of College of Nutrition	<ul style="list-style-type: none"> ■Alcoholic liver disease (ALD) ■The beneficial effects of fermented rice bran ■Nutritional supporting for Attention deficit hyperactivity Disorder (ADHD) 	Campus Extension : 6553 sokei@tmu.edu.tw
Vice Chairman			
Hsiu-Yueh Su	Vice Chairman of SNHS and Director of Department of Nutrition of TMUH	<ul style="list-style-type: none"> ■Food service management ■Food sanitation management ■Medical nutrition therapy ■Life cycle nutrition ■Community nutrition 	
Emeritus Professor			
Ming-Che Hsieh	Emeritus Professor	Nutrition, nutrition and biochemistry, health food function evaluation, lipid and vitamin metabolism.	Campus Extension : 6541 clark@tmu.edu.tw
Sang-Ling Yeh	Emeritus Professor	Clinical nutrition, dietary therapy, nutrition for critical illness, nutritional assessment.	Campus Extension : None sangling@tmu.edu.tw
Full-time Faculty			
Jane C-J Chao	Professor	<ul style="list-style-type: none"> ■Effects of epidermal growth factor on regulation of growth, metabolism, and healing of the intestinal cells ■Application of Chinese herb cocktail to the prevention and therapy of chronic diseases and cancers ■Evaluation of functional foods ■Establishment of nutrition information on web and data analysis ■Association between dietary patterns and chronic disease 	Campus Extension : 6548 chenjui@tmu.edu.tw

Yue-Hwa Chen	Professor	<ul style="list-style-type: none"> ■ Nutrition ■ Food safety ■ Diet and cancer ■ Nutritional pharmacology ■ Phytochemistry 	Campus Extension : 6550 yuehwa@tmu.edu.tw
Shih-Yi Huang	Professor	<ul style="list-style-type: none"> ■ Nutritional biochemistry ■ Vitamin and lipid biochemistry ■ Functional foods development 	Campus Extension : 6543 sihuang@tmu.edu.tw
Jiun-Rong Chen	Professor	<ul style="list-style-type: none"> ■ Effects of soy protein or its hydrolysate on metabolic syndrome, renal failure, hypertension, or lipid metabolism ■ Evaluation of functional foods 	Campus Extension : 6551 syunei@tmu.edu.tw
Hsieh Rong-Hong	Professor and Dean of College of Nutrition	<ul style="list-style-type: none"> ■ Biological energetics ■ Mitochondrial medicine ■ Estimation of function and safety of health foods ■ Molecular biology ■ Nutritional biochemistry and metabolomics 	Campus Extension : 6557 hsiehrh@tmu.edu.tw
Shyh-Hsiang Lin	Professor	<ul style="list-style-type: none"> ■ Food analysis ■ Food chemistry ■ Food processing 	Campus Extension : 6555 lin5611@tmu.edu.tw
Shwu-Huey Yang	Professor	<ul style="list-style-type: none"> ■ Public health nutrition ■ Community nutrition ■ Nutrition epidemiology ■ Nutrition education ■ Clinical nutrition ■ Vegetarian nutrition ■ Pediatric nutrition ■ Food production management 	Campus Extension : 6568 sherry@tmu.edu.tw
Yi-Wen Chien	Professor	<ul style="list-style-type: none"> ■ Nutrition ■ Clinical nutrition ■ Nutritional biochemistry ■ Community nutrition ■ Pediatric nutrition ■ Diet planning 	Campus Extension : 6556 ychien@tmu.edu.tw

Yi-Chun Chen	Professor (Administrative teacher for graduates)	<ul style="list-style-type: none"> ■ Maternal and child nutrition ■ Nutrition education ■ Behavior science ■ Public health policy 	Campus Extension : 6559 yichun@tmu.edu.tw
Jung-Su Chang	Professor (Administrative teacher for international students)	<ul style="list-style-type: none"> ■ Obesity-related nutrition deficiency ■ Anemia of inflammation ■ Technology-based nutrition care ■ Image-based dietary assessment ■ 3D food image 	Campus Extension : 6542 susanchang@tmu.edu.tw
Shih-Min Hsia	Professor (Administrative teacher for undergraduate students)	<ul style="list-style-type: none"> ■ Reproduction and endocrinology ■ Effects of herbal extracts or nutrients on Leydig cells (testis) and granulosa cells (ovary) ■ Effects of herbal extracts or nutrients on PCOS, dysmenorrhea, SLE, and female-related cancer (endometrial, ovary and breast cancer) ■ Effects of herbal extracts or nutrients on age-related macular degeneration (AMD) 	Campus Extension : 6558 bryanhsia@tmu.edu.tw
Chiu-Li Yeh	Professor	<ul style="list-style-type: none"> ■ Clinical nutrition ■ Nutritional biochemistry ■ Nutritional immunology 	Campus Extension : 6554 clyeh@tmu.edu.tw
Sing-Chung Li	Associate Professor	<ul style="list-style-type: none"> ■ Nutrition and metabolic diseases ■ Vitamin and mineral nutrition ■ Disease-specific formula foods ■ Health food function evaluation ■ Dietary assessment ■ Molecular nutrition 	Campus Extension : 6560 sinchung@tmu.edu.tw
Chun-Kuang Shih	Associate Professor	<ul style="list-style-type: none"> ■ Diet and colorectal cancer ■ Health-promoting effects of grains and dietary fiber ■ Health-promoting effects of probiotics and fermented food 	Campus Extension : 6569 ckshih@tmu.edu.tw
Wan-Chun Chiu	Associate Professor	<ul style="list-style-type: none"> ■ Effect of dietary fats on metabolic changes in postmenopausal condition ■ Effects of Immunonutrients on immunomodulation in critical diseases 	Campus Extension : 6561 wanchun@tmu.edu.tw

		<ul style="list-style-type: none"> ■ Mitochondrial function in metabolic diseases ■ Gut microbiota in health and disease 	
Ya-Ling Chen	Assistant Professor	<ul style="list-style-type: none"> ■ Nutrition ■ therapeutic nutrition ■ Alcoholic and non-alcoholic liver injury animal model application ■ Alcoholic liver disease and non-alcoholic liver disease in animal study 	Campus Extension : 6547 ylchen01@tmu.edu.tw
Duong Van Tuyen	Assistant Professor	<ul style="list-style-type: none"> ■ Dietary intake, metabolic syndrome, cardiovascular risks, and mortality in hemodialysis patients. ■ Body composition and all-cause mortality in hemodialysis patients. ■ Nutritional biomarkers in hemodialysis and peritoneal dialysis patients. ■ Epidemiology study on hypertension, chronic kidney diseases. ■ Evaluation of research instruments. ■ Health literacy, healthy diet literacy in Asia. ■ Fear, Anxiety, Depression, Health related quality of life. 	Campus Extension : 6545 tvduong@tmu.edu.tw

University Telephone : (02)2736-1661

School' s Fax:(02)2737-3112

Administration Staff	
Manager of College (Ms. Hui-Ru, Tsai)	Campus Extension : 6538 tammy@tmu.edu.tw
Secretary of College (Ms. Pei-Chun, Chung)	Campus Extension : 6540 peichun@tmu.edu.tw
Project assistant of College (Hiring)	Campus Extension : 6544
Secretary of School (Ms. Yu-Ying Chao)	Campus Extension : 6562 cyyheidi@tmu.edu.tw
Technician of School (Ms. Hsiang-Chi Peng)	Campus Extension : 6546 hcpeng@tmu.edu.tw
Secretary of Chinese Taipei Society for the Study of Obesity (Ms. Yi-Ru Wang)	Campus Extension : 6565 ctsso1996@gmail.com
Secretary of Nutrition Society of Taiwan (Ms. Wei Ting, Tsai)	Campus Extension : 6565 nutrition@nutrition.org.tw
653 Lab	Campus Extension : 6563
654 Lab	Campus Extension : 6564
655 Lab	Campus Extension : 6549
656 Lab	Campus Extension : 6566
657 Lab	Campus Extension : 6567
408 Lab	Campus Extension : 6505

II. Graduation Requirements for Master's Program

Graduation Requirements for Master's Program

Revised and approved on Dec 06, 2022 by the Academic Affairs Meeting

Article I. Duration of Study: In accordance with the regulations of the TMU Academic Regulations.

Article II. Credit Requirements:

1. In accordance with the required and elective course requirements for the year of enrollment year.
2. Foreign students may use approved credits from other departments and institutes of the same/higher level within TMU towards their graduation credits
3. Domestic students, overseas Chinese students, and Mainland students who are admitted to master's programs in this School from non-nutrition related departments or equivalent academic ability shall take make up courses offered by teachers from this School in TMU's undergraduate department (including at least 3 credits of Nutrition and at least 2 credits of Therapeutic nutrition or Therapeutic nutrition) if they have not taken at least 4 credits each of nutrition and diet therapy courses before enrollment. The makeup credits shall not be counted towards graduation credits.

Article III. Master's Thesis Proposal Exam:

1. Graduate students applying for the degree exam shall complete their master's thesis proposal exam at least one semester prior to graduation before they may apply for the degree exam.
2. Examination method: A committee formed by the School shall conduct oral and written exams. After the exams are completed, the examination form and the examination certificate shall be delivered to the School for filing.

Article IV. Master's Degree Exam:

1. The research topic shall be relevant to the field of nutrition. Before applying for the exam, students shall first complete the required and elective credits, and pass the department-level review before they may submit the application for the degree exam. In addition, students enrolled in the master's program from the 112 academic year must pass the postgraduate English certification according to the

Graduate Students English certificate of TMU, and the degree examination application can only be completed after the approval of the school's meeting.

2. The thesis advisor shall recommend three to five members for the master's degree exam committee, of which no more than one-third shall be from outside TMU. The School Chairman shall select from the recommendation list, and appoint one member as the convener. The advisor and co-advisor shall not be the convener.

III. Courses and Credits

Approved by the Department Affairs Meeting on July 13, 2010

1. The master's program courses in the School are generally taught by the School's teachers. Full-time teachers have the duty and obligation to offer instruction. Experts or instructors from outside the University may be hired if necessary.
2. Required master's courses are offered every academic year. Elective courses are arranged according to need. Courses are negotiated by the Department Director and instructors, and approved by the Department Affairs Meetings.
3. Discussion classrooms are available only to elective classes with at least 3 students. Electives not successfully offered for 2 consecutive years are closed for 1 year(time) according to recommendation, after which they may be offered again.
4. Domestic students, overseas Chinese students, and Mainland students who are admitted to master's programs in this School from non-nutrition related departments or equivalent academic ability shall take make up courses offered by teachers from this School in TMU's undergraduate department (including at least 3 credits of Nutrition and at least 2 credits of Therapeutic nutrition or Therapeutic nutrition) if they have not taken at least 4 credits each of nutrition and diet therapy courses before enrollment. The make up credits shall not be counted towards graduation credits.
5. International students **do not need** to pass the Graduate Students English certificate:
http://lc.tmu.edu.tw/course/super_pages.php?ID=course1&Sn=12

IV. List of Courses

List of Courses for Master Program in School of Nutrition and Health Sciences in TMU

(Applicable to Newly-Admitted Students from 110 Academic Year: [Click](#))

Category	Course title	Credits	Required/ Elective	Full /Half Year	Grade Level 1		Grade Level 2		Language
					Fall	Spring	Fall	Spring	
Core Courses for Postgraduate Students	Research ethics	0	R	H	0	0			English
Core Courses for Postgraduate Students (Required) Subtotal credits		0			0	0	0	0	
Core Courses for Postgraduate Students in College	Seminar	1	R	H	1				English
	Seminar	1	R	H		1			English
Core Courses for Postgraduate Students in College (Required) Subtotal credits		2			1	1	0	0	
Core Courses for Master Students in College	Applied statistics	2	R	H	2				Chinese
	Thesis writing	2	R	H		2			Chinese
	Advanced topics in foods nutrition & metabolism	2	R	H		2			English
Core Courses for Master Students in College (Required) Subtotal credits		6			2	4	0	0	
Required Courses	Research Methods in nutrition	2	R	H	2				Chinese
	Pediatric nutrition	2	R	H	2				Chinese
	Seminar in biochemistry	2	R	H	2				Chinese
	Advanced topics in nutrition	2	R	H	2				English
	Research Methods in nutrition	2	R	H		2			Chinese
	Seminar	1	R	H			1		English
	Seminar	1	R	H				1	English
Required Courses Subtotal credits		12			8	2	1	1	
Thesis	Thesis	6	R	H			6	6	Chinese/ English
Thesis Subtotal credits		6			0	0	6	6	
Core Courses for Postgraduate	Health data analysis	2	E	H	2				Chinese

Core Courses for Postgraduate (Elective)									
Subtotal credits		2			2	0	0	0	
Core Courses for Postgraduate Students in College	Nutrition & health (I)	2	E	H	2				English
	Oversea studies	1	E	H	1	1			Chinese
	Special topics in sports nutrition	2	E	H		2			Chinese
	Nutrition & health (II)	2	E	H		2			English
Core Courses for Postgraduate Students in College (Elective) Subtotal credits		7			3	5	0	0	
Core Courses for Master Students in College	Nutritional education program	2	E	H	2				Chinese
	Food inspection & analysis	2	E	H	2				English
	Practical application of medicine	2	E	H		2			Chinese
	Food supply chain & logistics	2	E	H		2			Chinese
	Practice in nutritional epidemiology	2	E	H		2			English
Core Courses for Master Students in College (Elective) Subtotal credits		10			4	6	0	0	

* Foreign students may use approved credits from other departments and institutes of the same/higher level within TMU towards their graduation credits

V. Thesis Topic and Thesis Advisor Selection

Thesis Topic and Thesis Advisor Selection

Revised and approved by the Department Affairs Meeting on August 11, 2009

1. Purpose

These principles for selecting thesis advisor are formulated to ensure that students successfully complete their research and are in balanced development.

2. Principles

Department instructors who are assistant professors or above have the responsibility, right and obligation to be master's thesis advisors. Students may only select instructors from the Department as their thesis advisor. To request an instructor from other department or university to co-advise with a full-time Department instructor, students must submit their request to the Department Director. The request must be approved by the Department Affairs Meeting.

3. Implementation

After registration, a forum will be held for new students and their instructors to facilitate understanding among new student and their instructors. After meeting with each professor, students will select their thesis advisor from the Department according to their preference. Students must submit their Thesis Advisor Consent Form to the administrative instructor before the start of the new semester.

4. Other Matters

To make changes after selecting their research lab and thesis advisor, students must obtain the consent of the original advisor and next advisor in accordance with the abovementioned principles. The change must be approved by the Department Director to proceed with advisor change. Each student is limited to one advisor change.

V. Thesis Topic and Thesis Advisor Selection-Attachment

臺北醫學大學保健營養學系碩/博士班論文指導教授同意單

School of Nutrition and Health Sciences, TMU

Master's/ Doctoral Dissertation Advisor Consent Form

姓名 Name		學號 Student ID	
住址 Address			
常用電子信箱 E-mail			
電話 Telephone	住家 Home : 手機 Cell Phone :		
研究主題 (暫定) Thesis Topic (Provisional)			
論文指導教授簽章 Signature of Thesis Advisor			
共同指導教授簽章 Signature of Co-Advisor			
系主任簽章 Signature of Chairman		行政老師簽章 Signature of Admin-Teacher	

本人已詳閱並願意遵循_____年度保健營養學系碩士班新生手冊內所列之畢業相關規定 ;若無法達到該畢業規定，本人同意延後或放棄學位論文審查資格。

I have read and agree to comply with the graduation regulations listed in the _____ (Academic year) School of Nutrition and Health Sciences Handbook for Doctoral Program New Students Handbook. If I cannot meet the graduation requirements, I agree to postpone or relinquish my eligibility for dissertation review.

研究生簽章 Signature of Graduate Student : _____

臺北醫學大學保健營養學系碩/博士班指導教授異動申請表

School of Nutrition and Health Sciences

Change Master's/ Doctoral Dissertation Advisor Form

姓名 Name		學號 Student I.D.	
電子信箱 E-mail			
手機號碼 Cell phone			
<p>本人擬申請更換指導教授，原因如下，呈請同意。</p> <p>原因 Reason :</p> <p>研究生簽章 Signature of Graduate Student : _____</p> <p>日期 Date : _____</p>			
原指導老師簽章 Signature of Original Advisor		異動後指導老師簽章 Signature of New Advisor	
行政老師簽章 Signature of Admin- Teacher		系主任簽章 Signature of Chairman	

VI. Master's Thesis Proposal and Examination

1. Graduate students applying for Degree Examination are required to submit a master's thesis proposal for review **one year before** graduation. Only those who pass the review are eligible for the Degree Examination. The review will be in both oral and written forms, conducted by a committee of 3-5 members convened by the thesis advisor. After the review, a review feedback form will be filed in the Department.
2. In recent years, master's thesis proposal reviews are uniformly handled by the Department. Master's program students are divided into three groups. A review committee comprising full-time instructors from the Department will conduct the reviews. Review results will be filed with the Degree Committee for reference.
3. Review results are divided into four categories:

No.	Review Result	Measures
1	Pass	None
2	Minor Revision	Revise and submit to thesis advisor for review and approval.
3	Major Revision	Review and submit to Review Committee for review and approval.
4	Fail	Review and invite on and off- campus instructors to conduct a second thesis review.

4. Thesis format and related regulations are as follows:

(1) Content

1. Thesis content must be written in detail and paragraphed in thesis format. Sentences must be fluent, coherent and complete.
2. The content must be in the following order:
 - (i) Cover page (including the title in both Chinese and English, name of thesis advisor, student name and Student Number, and date of report)
 - (ii) Chinese abstract
 - (iii) Research motivation and purpose
 - (iv) Literature review
 - (v) Experimental design and method
 - (vi) Expected results
 - (vii) Conclusions
 - (viii) References

(2) Reference Format

1. In the thesis, include the author's last name in parentheses after the reference content. For two or less authors, state the authors' last names; for three or more authors, state

the last name of the first author followed by "etc" (for Chinese literature) and "et al." (for English literature), then the publication year of the literature, such as (Koo and Williams, 1981), (Harris et al., 1993). For different articles with the same references, differentiate the articles with an English letter after the publication year of the references.

2. Begin the reference section with Chinese references, followed by English references. Chinese references are ordered according to the increasing number of strokes in the author's last name. English references are alphabetically ordered according to the author's last name.

※Software are available for reference formatting. The library provides training for Endnote and Reference Manager software.

VII. University Regulations for Oral Defense (**Degree Examination**)

1. Graduate students should apply for their Degree Examination before the deadline in mid-October (the first semester) or late March (of the second semester). **The exact dates are based on the University Calendar for the current academic year.** (Please apply through the Academic Affairs Information System: <https://newacademic.tmu.edu.tw/>). Submit application documents and two 2-inch photos in master/doctoral commencement cap to the Administrative Instruction Section (collected by the master's program class representative and submitted together).
2. Oral defense must be completed by the schedule that Registration Group announce, After the Degree Examination, the graduate student must immediately submit the **Taipei Medical University Payment Receipt** for Student Thesis Review Fee + **the poster that you posting at 1st floor** to the Department Secretary's Office. Each graduate student may apply for a NT\$400 meal reimbursement for the master oral defense through the School of Nutrition and Health Sciences Master's and Doctoral Program Budget (Budget Code: 112-6202-002-101). For details, please contact Miss Peng Hsiang-Chi.
3. Submit all the oral defense result to the administrative instructor.
4. After documents have been confirmed and approved, school office will receive qualified list from Registration Section. Student may fill out graduation forms one work day after notification by program office. Diploma can be obtained after graduation forms are submitted. And please hand in the thesis with hardcover to program office.
5. Obtain the doctoral and master' s dissertation e-file upload authorization from the National Digital Library of Theses and Dissertations in Taiwan website (<http://ndltd.ncl.edu.tw/cgi-bin/g32/g3web.cgi/ccd=0xPR4x/webmge?Geticket=1>), and submit an electronic copy of dissertation to the University Library website (<http://cetd.tmu.edu.tw/etdsystem/submit/submitLogin>) before February 15 (of the first semester) or August 15 (of the second semester).

[Note] The above dates are for reference only.

Exact dates will be based on University regulations for the current academic year.

VII. University Regulations for Oral Defense (Degree Examination) – Attachment

TMU Oral defense use online system, please apply and check all information on the Academic Affairs Information System: <https://newacademic.tmu.edu.tw/>.

If you apply the oral defense, please notice the notification from Register Section and must join the orientation.

Related form:

※Download by student:

1. Taipei Medical University Payment Receipt for Student Thesis Review Fee

http://aca.tmu.edu.tw/download.php?dir=archive&filename=26_6cd49a86.pdf&title=%E8%87%BA%E5%8C%97%E9%86%AB%E5%AD%B8%E5%A4%A7%E5%AD%B8%E5%AD%B8%E7%94%9F%E8%AB%96%E6%96%87%E5%AF%A9%E6%9F%A5%E8%B2%BB%E6%94%B6%E6%93%9A%E6%B8%85%E5%86%8A.pdf

※Download by department

1. Taipei Medical University Thesis/Dissertation Defense Final Evaluation Sheet
2. Taipei Medical University Thesis/Dissertation Defense Evaluation Sheet
3. Application for Embargo of Thesis/Dissertation
4. Taipei Medical University Original Confidentiality Agreement & Sign-in Form
5. Taipei Medical University Graduate Thesis Certification

※Instruction for Electronic Submission of Thesis

Please refer to the website of TMU Library

Route: Main page of Library / Help / Thesis & Dissertation Submission / Submission

Website: <https://library.tmu.edu.tw/Forms/Form0404/Form040401.aspx>

Please be sure to guide carefully, you can avoid problems in the uploading process and reduce the situation of rejected.

臺北醫學大學碩博士論文系統
Taipei Medical University Electronic Theses and Dissertations System

最新消息 News

「申請建檔帳號」流程說明如下：(2022-12-26)

(1) 109學年度第2學期起，須點擊左側「申請建檔帳號」，於跳出之頁面中，輸入淡醫大學號的E-mail帳號及密碼，即可進入建檔頁面。

The application process is described below:

(1) From the second semester of the 109th academic year, you must register as a member by the top left of the website [Register] : use the Taipei Medical University E-mail account number and password to create an account.

【111學年度第1學期研究生論文上傳截止日為112年1月31日】 (2022-12-25)

Please contact the library if you have any questions!

Contact: Chien Li-Ting

E-mail : etds@tmu.edu.tw

Tel : (02) 2736-1661 ext.2519

Fax : (02) 2737-5446

VIII. Scholl Graduation Procedure Application Form

School of Nutrition and Health Sciences, TMU Graduation Procedure Application Form

Student I.D. : _____

Name : _____

E-mail(Personal) : _____

Cellphone : _____

Please proceed and sign according to order.

Thesis Advisor : _____

(Thesis completed, lab, keys, books, the materials, equipment and pharmaceuticals checked and turned over).

Chairman (Professor Suh-Ching Yang) : _____

Submit forms (for master' s program)

School (Ms. Chao Yu-Ying, Secretary) : _____

(Submitted one copy of thesis - in **black hardcover**, returned books and other matters affairs).

~Congratulations on your graduation~

IX. Regulations for Direct Admission into Doctoral Program from Master's Program

[When applying, please refer to Division of Registrar website for the latest version of the Regulations.](#)

Taipei Medical University School of Nutrition and Health Sciences Regulations for Direct Admission into Doctoral Program from Master's Program

Formulated and approved by the Academic Affairs Meeting on July 7, 2011

- I. The School of Nutrition and Health Sciences (hereinafter referred to as the Department) has formulated this Regulations to enable master's degree students with excellent academic performance and academic research potential to proceed to doctoral programs according to this Regulations.
- II. Graduate students in the Department who have not completed their Degree Examination must score an average of 85 points in more than 50% of their required courses, and must have research potential to apply for doctoral direct admission.
- III. Applications for doctoral direct admission must include the following documents:
 1. A Direct Admission into Doctoral Program application form.
 2. Full transcript from the Master's program.
 3. Two letters of recommendation from associate professors or above.
 4. Three copies each of current thesis progress report and doctoral thesis proposal.
 5. Offprints or photocopies of published articles (not required if student has no publication)
- IV. Review criteria are as follow:
 1. 10% academic achievement and recommendation letters.
 2. 20% current thesis progress report.
 3. 30% doctoral thesis proposal.
 4. 40% interview performance.
- V. Doctoral direct admission in the Department is limited to 40% of the doctoral program enrollment quota approved by the Ministry of Education for the current academic year. If the approved enrollment quota is less than five, then the maximum is two students. The number of doctoral direct admission is decided by the Department Affairs Meeting and College Affairs Meetings each January and submitted to the Academic Affairs Office for review.
- VI. The Department Admissions Committee shall convene a review meeting and arrange for

interviews within two weeks after accepting applications for doctoral direct admission. The review outcome will be reported to the Department Affairs Meeting in May for approval.

- VII. The Department will submit minutes of the Department Affairs Meeting, list of qualified graduate students and other relevant documents to the Dean of College, Dean of Academic Affairs and the University President for approval before the beginning of classes in each semester.
- VIII. From the time of their admission acceptance, the graduation requirements for doctoral direct admission students in the Department shall be handled according to the Department's Doctoral Student Graduation Regulations.
- IX. Doctoral students admitted directly from master's programs who withdraw from the doctoral program or who fail to pass their doctoral degree candidate examination may return to their master's program upon review and approval by the Department Affairs Meeting and the University President. In accordance with regulations, the abovementioned graduate students shall complete their required master's courses, submit their thesis, and pass the Degree Examination by the Examination Committee to receive their Master's degree. The duration of doctoral studies will not be counted toward the maximum duration allowed for the master's program.
- X. Doctoral students admitted directly from master's programs who have been approved for doctoral degree candidacy but fail to pass their doctoral examination by the end of the program duration may be awarded master's degree if their doctoral thesis is approved by the Doctoral Degree Examination Committee and they have fulfilled the master's degree requirements.
- XI. Other matters not included in this Regulations shall be handled in accordance with relevant provisions of the Ministry of Education and the University.
- XII. These Regulations are issued and implemented upon review and approval by the Department Affairs Meeting, the College Affairs Meeting and the Academic Affairs Meeting; amendment to these Procedures is subject to the same process.

X. Scholarships, Lab Funds and Other Items

1. Scholarships

Please refer to Office of Global Engagement: <https://oge.tmu.edu.tw/>

2. Other Reminders

To facilitate and speed up communication, TMU emails will be used as the primary means of contact. Students should check their mail regularly to avoid missing messages.

XI. Attachment: Master's Thesis Format

I. General Format

1. The dissertation comprises three main parts: the preliminaries, the main text and the reference.
2. The dissertation must be written in Chinese (except for the English abstract), in horizontal alignment. Font size should not be too large or too small. **Font sizes of 14 for titles and 12 for text are recommended.**
3. Dissertation should be printed on A4 paper, about 210x297 mm, with letterpress or mimeograph printing on single side.
4. Text, table, figure and photo layout should be based on the following margin specifications:
Top: 2.5 cm; Right: 2.5 cm; Bottom: 2.5 cm; Left: 3.0 cm
The page number may be outside this range, but with no less than 1.8 cm margin (see Item 1 Rule 1 in IV. Rules for Main Text).
5. Dissertation must be double spaced. However, footnotes, references, table of content and appendices may be single spaced.
6. The Chinese and English abstracts should be no more than one page.
7. Page number layout: Layout for page number must be consistent. Arrange page numbers according to the following rules:
 - (1) Inside cover: Pagination not required.
 - (2) Examination Committee approval letter: Pagination not required.
 - (3) Authorization letters: Pagination not required
 - (4) Chinese abstract: Paged as I.
 - (5) English abstract: Paged as II.
 - (6) Other preliminaries are paged in order according to Roman numerals (III, IV, V, VI.....).
The preliminary section may include acknowledgements, table of content, list of tables and list of figures.
 - (7) Pagination for the main text is ordered in Arabic numerals, starting with page number "1".

II. Cover Page

1. Specification: Refer to the attached example.
2. Book spine: Refer to the attached example.
3. Cover color: Black for Department hardcover copy. Customize color for other hardcover and paperback copies.
4. Word color: Hardcover - stamped gold; paperback - black.

III. Content Order

1. First page: Taipei Medical University Graduate Thesis Certification.
2. Second page: Taipei Medical University / National Central Library Application Form for Delaying public Access to Thesis /Dissertations
3. Third page: Chinese abstract.
4. Fourth page: English abstract.
5. Fifth page: Dedication Page(Optional).
6. Sixth 6: Acknowledgements.
7. Seventh Page: Table of Contents (refer to the attached example).
8. Eighth 8: List of figures (refer to the attached example).
9. Ninth Page: List of tables.
10. Main text.

IV. Rules for Main Text

1. Page number is in Arabic numerals, centered at 1.8 cm from the bottom of the page or at 1.8 cm from the top right corner.
2. Each chapter must begin with a new page.
3. Experimental outcome tables and figures should be listed on a separate page and not mixed with text content. Each page should contain no more than two figures or tables. Figures and tables may be presented vertically or horizontally.
4. The title of tables should be placed above the tables, and the description place below the table. Figure title and description should be placed below the figure. Footnotes may be in either Chinese or English.
5. If experimental outcome includes photos, the photos must be printed on glossy photo paper and pasted within specified range. Photos must be originals. Photocopies are prohibited.
6. For reference in Chinese, refer to the regulations of Nutritional Sciences Journal. For reference in English, refer to the regulations of Journal of Nutrition:

V. Copies of dissertation to be submitted

1. Hardcover (black) Copy: to the Department.
2. Paperback Copy: One copy to the Academic Affairs Office (for submission to the National Central Library).

※Example of front cover

臺北醫學大學
保健營養學系
碩士論文

Master Thesis
School of Nutrition and Health Sciences
Taipei Medical University

Title in Chinese
Title in English

研究生/ Graduate student : X X X

指導教授/Advisor : X X X, Ph.D.

中華民國 11X 年 6 月

June 202X

※Example of book back

Taipei Medical University School of Nutrition and Health Sciences	Master Thesis	Title	Name XXX	202X
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